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Regulations and Rules of the United Nations Joint Staff Pension Fund

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Regulations and Rules of the United Nations Joint Staff Pension Fund

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The Regulations of the United Nations Joint Staff Pension Fund were adopted by the General Assembly by resolution 248 (III) effective 23 January 1949 and amended by resolution 680 (VII) effective 1 January 1953, resolution 772 (VIII) effective 1 January 1954 and 1 January 1955, resolution 874 (IX) effective 4 December 1954, resolution 955 (X) effective 3 November 1955, resolution 1073 (XI) effective 7 December 1956, resolution 1201 (XII) effective 1 January 1958, resolution 1309 (XIII) dated 10 December 1958, resolutions 1561 (XV) and 1614 (XV) effective 1 April 1961, resolution 1799 (XVII) effective 1 January 1963, resolution 2122 (XX) effective 1 March 1965, resolution 2191 (XXI) effective 1 January 1967, resolution 2524 (XXIV) effective 1 January 1970, resolution 2887 (XXVI) effective 1 January 1972, resolution 3354 (XXIX) effective 1 January 1975, resolution 3526 (XXX) effective 1 January 1976, resolution 31/196 effective 1 January 1977, resolution 32/74 effective 1 January 1978, resolution 34/221 effective 1 January 1980, resolution 35/215 effective 1 January 1981, resolution 37/131 effective 1 January 1983, resolution 38/233 effective 1 January 1984, resolution 39/246 effective 1 January 1985, resolution 40/245 effective 1 January 1986, resolution 41/208 effective 1 April 1987, resolution 43/222 effective 1 January 1988 and 1 January 1989 and resolution 44/199 effective 1 January 1990.

SCOPE AND PURPOSE OF THE FUND

The United Nations Joint Staff Pension Fund is a fund established by the General Assembly of the United Nations to provide retirement, death, disability and related benefits for the staff of the United Nations and the other organizations admitted to membership in the Fund.

PART I. DEFINITIONS AND INTERPRETATION

Article 1
Definitions

In these Regulations, and in the Administrative Rules, unless the context otherwise requires:

(a) *"Actuarial equivalent"* and "equivalent actuarial value" shall mean the equivalent determined according to the actuarial tables adopted by the Board under article 11.

(b) *"Administrative Rules"* shall mean the rules made by the Board under article 4.

(c) *"Benefit"* shall include a withdrawal settlement under article 31 and a residual settlement under article 38.

(d) *"Board"* shall mean the United Nations Joint Staff Pension Board.

(e) *"Child"* shall mean a child existing on the date of separation or death in service of a participant and shall include the step-child or adopted child of a participant, and a child ***in utero*** upon its birth; in the event of uncertainty as to whether adoption has taken place, the matter shall be decided by the Board.

(f) *"Commute"* shall mean cause to be converted and paid in a lump sum part or the whole of a benefit otherwise payable at periodic intervals, according to the actuarial tables of the Fund.

(g) *"Dollars"* shall mean dollars of the United States of America.

(h) *"Final average remuneration"* shall mean the average annual pensionable remuneration of a participant during:

(i) The 36 completed calendar months of highest pensionable remuneration within the last five years of his contributory service; or

(ii) If his contributory service was less than five years, the 36 completed calendar months of highest pensionable remuneration within the actual period of such service; or

(iii) If his contributory service contained less than 36 completed calendar months, the actual number of such months within his contributory service; or

(iv) If his contributory service contained no completed calendar month, the actual period of such service.

(i) *"Fund"* shall mean the United Nations Joint Staff Pension Fund.

(j) *"General Assembly"* shall mean the General Assembly of the United Nations.

(k) *"In pay status"* shall mean that a participant is entitled to remuneration from a member organization under the terms of his appointment.

(l) *"Interest"* shall mean interest compounded annually at the rates specified in article 11 (c).

(m) *"Member organization"* shall mean the United Nations and any specialized agency or other organization admitted to membership in the Fund in accordance with article 3.

(n) *"Normal retirement age"* shall mean age 60, except that it shall mean age 62 for a participant whose participation commences or recommences on or after 1 January 1990.

(o) *"Own contributions"* shall mean the contributions, not exceeding the percentage of his pensionable remuneration specified in article 25 (a), column B, made to the Fund by or on behalf of a participant in respect of contributory service under article 22, with interest, provided that, in respect of service in a member organization prior to its admission to membership in the Fund, which has been recognized as contributory, it shall mean:

(i) The amount transferred on the account of the participant from the Provident Fund of such member organization at the time of its admission, without interest, or

(ii) The amount, not exceeding 12 per cent of his pensionable remuneration, received by the participant from the Provident Fund of such member organization on separation prior to its admission and repaid to that organization, upon re-employment, for the purpose of recognition of such service as contributory, without interest.

(p) *"Participant"* shall include a former participant.

(q) *"Pensionable remuneration"* shall mean the remuneration, at its equivalent in dollars, defined in article 54.

(r) *"Restoration"* shall mean the inclusion in contributory service of the prior contributory service of a former participant who again becomes a participant.

(s) *"Secondary dependant"* shall mean the mother or father, or an unmarried brother or sister under the age of 21, who was dependent on the participant at the date of his death if he died in service, or from the date of his separation to the date of his death if he died after separation. The Board shall prescribe in the Administrative Rules the meaning of "dependent" for the purpose of this definition.

(t) *"Secretary-General"* shall mean the Secretary-General of the United Nations.

(u) *"Separation"* shall mean ceasing to be in the service of a member organization otherwise than by death.

(v) *"Service"* shall mean employment as a full-time member of the staff of a member organization.

(w) *"Validation"* shall mean the inclusion in contributory service of a period of non-contributory service which occurred prior to the commencement of participation.

Article 2
Interpretation

(a) The Board shall, to the extent required to give effect thereto, interpret these Regulations and the Administrative Rules.

(b) References to participants in either the masculine or the feminine gender shall apply equally to men and to women, except where it is apparent from the context that the provision is intended to apply only to men or only to women.

PART II. MEMBERSHIP AND ADMINISTRATION

Article 3
Membership

(a) The member organizations of the Fund, on the date of entry into effect of these Regulations, are the United Nations and the following:

European and Mediterranean Plant Protection Organization;
Food and Agriculture Organization of the United Nations;
Interim Commission for the International Trade Organization;
International Atomic Energy Agency;
International Centre for the Study of the Preservation and the Restoration of Cultural Property;
International Civil Aviation Organization;
International Fund for Agricultural Development;
International Labour Organisation;
International Maritime Organization;
International Telecommunication Union;
United Nations Educational, Scientific and Cultural Organization;
United Nations Industrial Development Organization;
World Health Organization;
World Intellectual Property Organization;
World Meteorological Organization.

(b) Membership in the Fund shall be open to the specialized agencies referred to in article 57, paragraph 2, of the Charter of the United Nations and to any other international, intergovernmental organization that participates in the common system of salaries, allowances and other conditions of service of the United Nations and the specialized agencies.

(c) Admission to membership in the Fund shall be by decision of the General Assembly, upon the affirmative recommendation of the Board, after acceptance by the organization concerned of these Regulations and agreement reached with the Board as to the conditions which shall govern its admission.

Article 4
Administration of the Fund

(a) The Fund shall be administered by the United Nations Joint Staff Pension Board, a staff pension committee for each member organization, and a secretariat to the Board and to each such committee.

(b) The administration of the Fund shall be in accordance with these Regulations and with Administrative Rules consistent therewith which shall be made by the Board and reported to the General Assembly and the member organizations.

(c) The Board may appoint a Standing Committee which shall have the power to act on behalf of the Board when it is not in session and may, subject to article 7, delegate its powers under these Regulations to the staff pension committees of the member organizations.

(d) The assets of the Fund shall be used solely for the purposes of, and in accordance with, these Regulations.

Article 5
United Nations Joint Staff Pension Board

(a) The United Nations Joint Staff Pension Board shall consist of:

(i) 12 members appointed by the United Nations Staff Pension Committee, four of whom shall be from the members and alternate members elected by the General Assembly, four from those appointed by the Secretary-General, and four from those elected by the participants in service in the United Nations; and

(ii) 21 members appointed by the staff pension committees of the other member organizations in accordance with the rules of procedure of the Fund, seven of whom shall be from the members and alternate members chosen by the bodies of the member organizations corresponding to the General Assembly, seven from those appointed by the chief administrative officers of the member organizations and seven from those chosen by the participants in service.

(b) Alternate members may be appointed by each staff pension committee.

Article 6
Staff pension committees

(a) The United Nations Staff Pension Committee shall consist of four members and four alternate members elected by the General Assembly, four members and two alternate members appointed by the Secretary-General, and four members and two alternate members, who shall be participants in the Fund and on the staff of the United Nations, elected by the participants in service in the United Nations, by secret ballot.

(b) The elected members and alternate members of the Committee shall hold office for three years or until the election of their successors and shall be eligible for re-election; in the event that such a member or alternate member ceases, during his term of office, to be a member of the Committee, another member or alternate member may be elected to hold office during the remainder of his term.

(c) The staff pension committees of the other member organizations shall consist of members and alternate members chosen by the body of the organization corresponding to the General Assembly, its chief administrative officer and its participants in service, in such a manner that the number representing each shall be equal and, in the case of the participants, that the members and alternate members shall themselves be participants in the

service of the organization. Each member organization shall make rules for the election or appointment of the members and alternate members of its committee.

Article 7
Secretariat of the United Nations Joint Staff Pension Board

(a) A Secretary to the Board, and a Deputy Secretary or other officer empowered to act in the absence of the Secretary, shall be appointed by the Secretary-General on the recommendation of the Board.

(b) The Secretary-General shall appoint such further staff as may be required from time to time by the Board in order to give effect to these Regulations.

(c) The Secretary shall be the chief executive officer of the Fund and shall perform his functions under the authority of the Board; he, or the officer empowered to act in his absence, shall certify for payment all benefits properly payable under these Regulations.

Article 8
Secretariats of staff pension committees

(a) The secretariat of the Board shall serve as the secretariat of the United Nations Staff Pension Committee.

(b) A secretary to the staff pension committee shall be appointed by the chief administrative officer of each other member organization on the recommendation of the committee.

Article 9
Committee of Actuaries

(a) A committee consisting of five independent actuaries shall be appointed by the Secretary-General upon the recommendation of the Board.

(b) The function of the committee shall be to advise the Board on actuarial questions arising out of the operation of these Regulations.

Article 10
Consulting Actuary

A consulting actuary to the Board shall be appointed by the Secretary-General upon the recommendation of the Board for the purpose of providing actuarial services to the Fund.

Article 11
Adoption of actuarial bases

(a) The Board shall, on the advice of the Committee of Actuaries, adopt, and revise when appropriate, service, mortality and other tables and shall decide upon the rates of interest to be used in the periodic actuarial valuation of the Fund.

(b) At least once in every three years the Board shall have an actuarial investigation made into the service, mortality and benefit experience of the participants and beneficiaries of the Fund and shall determine whether the actuarial bases of the Fund should be modified.

(c) The rates of interest which, without prejudice to the power of the Board to establish rates under **(a)** above for the purpose of actuarial valuation, shall be used in all calculations required in connection with these Regulations shall be 2.5 per cent per annum to 31 December 1957, 3 per cent per annum from 1 January 1958 to 31 March 1961 and 3.25 per cent per annum thereafter until changed by the Board.

Article 12
Actuarial valuation of the Fund

(a) The Board shall have an actuarial valuation made of the Fund at least once every three years by the consulting actuary.

(b) The actuarial report shall state the assumptions on which the calculations are based, it shall describe the method of valuation used, and it shall state the results, as well as the recommendations, if any, for appropriate action.

(c) The Board shall, in the light of the report, recommend such action to the member organizations as it deems desirable; the recommendations to the General Assembly shall be transmitted through the United Nations Advisory Committee on Administrative and Budgetary Questions, which shall also be provided with a copy of the actuarial report.

Article 13
Transfer of pension rights

The Board may, subject to the concurrence of the General Assembly, approve agreements with member Governments of a member organization and with intergovernmental organizations, with a view to securing continuity of pension rights between such Governments or organizations and the Fund.

Article 14
Annual report and audit

(a) The Board shall present annually to the General Assembly and to the member organizations a report, including a balance-sheet, on the operation of the Fund, and shall inform each member organization of any action taken by the General Assembly upon the report.

(b) An audit of the accounts of the Fund shall be made annually by the United Nations Board of Auditors, in a manner agreed between the Board of Auditors and the Board; a copy of the audit report shall be included in the report under **(a)** above.

Article 15
Administrative expenses

(a) Expenses incurred by the Board in the administration of these Regulations shall be met by the Fund.

(b) Biennial estimates of the expenses to be incurred under **(a)** above shall be submitted to the General Assembly for approval during the year immediately preceding the biennium to which the said estimates relate. Supplementary estimates may similarly be submitted in the first and/or the second year of the biennium to which the budget relates.

(c) Expenses incurred in the administration of these Regulations by a member organization shall be met by that organization.

Article 16
Termination of membership

(a) Membership in the Fund may be terminated by decision of the General Assembly, upon the affirmative recommendation of the Board, following application for termination by a member organization or continued default by a member organization in its obligations under these Regulations.

(b) In the event of such termination, a proportionate share of the total assets of the Fund at the date of termination shall be paid to the former member organization for the exclusive benefit of its staff who were participants in the Fund on such date, pursuant to an arrangement mutually agreed between such organization and the Board.

(c) The amount of the proportionate share shall be determined by the Board after an actuarial valuation of the assets and liabilities of the Fund on the date of termination, provided that no part of the assets which are in excess of the liabilities shall be included in such share.

PART III. ASSETS AND INVESTMENT

Article 17
Assets of the Fund

The assets of the Fund shall be derived from:

(a) The contributions of the participants;

(b) The contributions of the member organizations;

(c) The yield from the investments of the Fund;

(d) Deficiency payments, if any, under article 26; and

(e) Receipts from any other source.

Article 18
Property in the assets

The assets shall be the property of the Fund and shall be acquired, deposited and held in the name of the United Nations, separately from the assets of the United Nations, on behalf of the participants and beneficiaries of the Fund.

Article 19
Investment of the assets

(a) The investment of the assets of the Fund shall be decided upon by the Secretary-General after consultation with an investments committee and in the light of observations and suggestions made from time to time by the Board on the investments policy.

(b) The Secretary-General shall arrange for the maintenance of detailed accounts of all investments and other transactions relating to the Fund, which shall be open to examination by the Board.

Article 20
Investments Committee

The Investments Committee shall consist of nine members appointed by the Secretary-General after consultation with the Board and the Advisory Committee on Administrative and Budgetary Questions, subject to confirmation by the General Assembly.

PART IV. PARTICIPATION, CONTRIBUTORY SERVICE AND CONTRIBUTIONS

Article 21
Participation

(a) Every full-time member of the staff of each member organization shall, subject to article 51, become a participant in the Fund:

(i) Upon commencing employment under an appointment for six months or longer or upon accepting such an appointment while in employment; or,

(ii) Upon completing, in the same or more than one member organization, six months of service without an interruption of more than 30 days,

whichever is earlier, provided that participation is not expressly excluded by the terms of his appointment.

(b) Participation shall cease when the organization by which the participant is employed ceases to be a member organization, or when he dies or separates from such member organization, except that participation shall not be deemed to have ceased where a participant resumes his contributory service with a member organization within 12 months after separation without a benefit having been paid to him.

Article 22
Contributory service

(a) Contributory service shall accrue to a participant in pay status from the date of commencement to the date of cessation of his participation. For the purposes of each of the articles 28 (b) and (c) and 29 (b), separate periods of contributory service shall be aggregated except that in such aggregation no account shall be taken of periods of service in respect of which a withdrawal settlement was paid and which were not subsequently restored.

(b) Contributory service may accrue in respect of leave without pay if contributions are received by the Fund in accordance with article 25 (b).

(c) Additional contributory service may accrue to a participant if prior service is validated or restored in accordance with article 23 or 24, or if service in a member organization prior to its admission to membership has been recognized as contributory.

Article 23
Validation of non-contributory service

(a) A participant may elect, within one year of the commencement of his participation, to validate prior service during which he was not eligible under these Regulations for participation, provided that **(i)** participation succeeded the ending of such service within two years, **(ii)** the service was the most recent prior to his participation and had not been interrupted by a break of more than one year, **(iii)** participation had not, during such service, been expressly excluded by the terms of his appointment, and **(iv)** the totality of the period open to validation is elected.

(b) A beneficiary of the participant under these Regulations, other than the recipient of a residual settlement, may, if the participant has died before the expiry of the period within which the election may be made under **(a)** above, make the election on his behalf within such period.

(c) Validation shall be subject to receipt by the Fund of contributions in accordance with article 25 (c).

Article 24
Restoration of prior contributory service

(a) A participant re-entering the Fund after 1 January 1983 may, within one year of the recommencement of his participation, elect to restore his prior contributory service, provided that on separation therefrom he became entitled to a withdrawal settlement under article 31 (b)(i), and provided further that the service was the most recent prior to his re-entry.

(b) Notwithstanding the provisions of **(a)** above, if the recipient or former recipient of a disability benefit again becomes a participant in pay status, his contributory service, for which he has not received a benefit, preceding the commencement of the disability benefit, shall be restored.

(c) A beneficiary of the participant may make the election under **(a)** above, under the same conditions as a beneficiary under article 23 (b).

(d) Restoration under **(a)** above shall be subject to receipt by the Fund of contributions in accordance with article 25 (d).

Article 25
Contributions

(a) Contributions by the participant and by the employing member organization shall be payable to the Fund concurrently with the accrual of contributory service under article 22 (a) at the percentage rates of pensionable remuneration specified below:

A For periods of contributory service	B Participants (percentage)	C Employing member organization (percentage)
Before 1984	7.00	14.00
As from 1 January 1984 to 30 June 1988	7.25	14.50
As from 1 July 1988 to 30 June 1989	7.40	14.80
As from 1 July 1989 to 31 December 1989	7.50	15.00
As from 1 January 1990	7.90	15.80

(b) *(i) Contributions for the purpose of article 22 (b) in respect of a period of leave without pay shall be at a percentage rate of the pensionable remuneration of the participant equal to the applicable rates specified in (a) above payable by the participant and by the employing member organization, combined. Such contributions shall be payable concurrently with such leave, by the participant in full or by the organization in full, or in part by the participant and in part by the organization.*

(ii) Notwithstanding the provisions of (i) above, payments in respect of a period of leave without pay during which a disability benefit is being paid under article 33 may be made only on the cessation of entitlement thereto, or within 12 months of the resumption of pay status by the participant.

(c) Contributions for the purpose of validation under article 23 shall be payable, with interest, by the participant and the organization in the amounts which would have been payable respectively by each had service during the period been contributory.

(d) Contributions for the purpose of restoration under article 24 (a) shall consist of the withdrawal settlement received by the participant in respect of his previous participation, together with the refund, if any, received by the employing member organization in respect of such participation, under article 26 of the Regulations in force on 31 December 1982, with interest from the date of payment of the benefit or refund.

(e) In any case in which a period of contributory service accrues, or is deemed to accrue, to a participant otherwise than in accordance with article 22, contributions shall be payable, with interest, by the participant in the amount which would have been payable had service during such period been contributory, and by the organization in an amount sufficient to meet any additional obligations to be borne by the Fund resulting therefrom.

Article 26
Deficiency payments

(a) In the event that an actuarial valuation of the Fund shows that its assets may not be sufficient to meet its liabilities under these Regulations, there shall be paid into the Fund by each member organization the sum necessary to make good the deficiency.

(b) Each member organization shall, subject to **(c)** below, contribute to this sum an amount proportionate to the total contributions which each paid under article 25 during the three years preceding the valuation date.

(c) The contribution of an organization admitted to membership less than three years prior to the valuation date shall be determined by the Board.

PART V. BENEFITS

Article 27
Entitlement to benefits

(a) A participant who is not eligible for a retirement benefit under article 28 or a disability benefit under article 33 may elect on separation to receive an early retirement benefit or a deferred retirement benefit or a withdrawal settlement if he satisfies the conditions of article 29, 30 or 31 respectively.

(b) Retirement, early retirement and deferred retirement benefits shall be payable at periodic intervals for life.

Article 28
Retirement benefit

(a) A retirement benefit shall be payable to a participant whose age on separation is the normal retirement age or more and whose contributory service was five years or longer.

(b) The benefit shall, subject to **(d)**, **(e)** and **(f)** below, in respect of a period or periods of participation commencing on or after 1 January 1983, be payable at the standard rate obtained by multiplying:

(i) The first five years of the participant's contributory service, by 1.5 per cent of his final average remuneration;

(ii) The next five years of his contributory service by 1.75 per cent of his final average remuneration; and

(iii) The years of his contributory service in excess of 10, but not exceeding 25, by 2 per cent of his final average remuneration.

However, in respect of a participant with a prior period of contributory service of five years or longer ending between 1 January 1978 and 31 December 1982, the standard annual rate specified above shall be calculated by taking into account as periods of contributory service for the purpose of subparagraphs (i), (ii) and (iii) above the period of contributory service before 1 January 1983.

(c) The benefit shall, subject to **(d)**, **(e)** and **(f)** below, in respect of any period of participation commencing prior to 1 January 1983, be payable at the standard annual rate obtained by multiplying:

(i) The first 30 years of the participant's contributory service, by 2 per cent of his final average remuneration; and

(ii) The years of his contributory service in excess of 30, but not exceeding five, by 1 per cent of his final average remuneration.

(d) *(i) However, except as provided in (ii) below, the benefit otherwise payable at the standard annual rate in accordance with the applicable provisions of (b) or (c) above to a participant at the level of Under-Secretary-General, Assistant Secretary-General or their equivalent level who separates from service on or after 1 April 1986 shall not exceed, as at the time of the participant's separation, the greater of:*

(A) 60 per cent of his pensionable remuneration on the date of separation; or

(B) The maximum benefit payable under the same provisions of (b) or (c) above to a participant at the level D-2 (top step for the preceding five years) with 35 years of contributory service, separating on the same date as the participant.

(ii) However, the benefit payable to a participant to whom the provisions of (i) above are applicable shall not be less than the benefit that would have been payable to him at the standard annual rate if he had separated from service on 31 March 1986.

(e) The benefit shall however be payable at the minimum annual rate which is obtained by multiplying the years of the participant's contributory service, not exceeding 10, by the smaller of 180 dollars or 1/30 of his final average remuneration, if the benefit so calculated would be greater than the amount under **(b)** or **(c)** above.

(f) The annual rate of the benefit shall nevertheless not be less, when no other benefit is payable on the account of the participant under these Regulations, than the smaller of 300 dollars or the final average remuneration of the participant.

(g) A benefit payable at the standard annual rate may be commuted by the participant into a lump sum subject to the following limitations and to supplementary article D, where applicable:

(i) If the rate is 300 dollars or more, the amount of the lump sum may not exceed the smaller of:

(A) The actuarial equivalent of one third of the benefit; or

(B) The actuarial equivalent of one third of the benefit that would be payable to a participant retiring at the normal retirement age, on the same date as the participant, after 35 years of contributory service, with a final average remuneration equal to the pensionable remuneration on that date for the top step of level P-5 on the scale of pensionable remuneration appended to article 54.

(ii) Nevertheless, if the amount calculated under (i) above is less than the amount of the participant's own contributions, then the benefit may be commuted to the extent of the latter amount.

(iii) If the rate is less than 300 dollars, to the extent of its full actuarial equivalent; if a participant is married, the prospective benefit payable to his spouse may also be commuted at the standard annual rate of such benefit.

(h) A benefit payable at the minimum annual rate or at the rate under **(f)** above may be commuted into a lump sum as in **(g)** above, if the participant elects to receive it instead at the standard annual rate.

Article 29
Early retirement benefit

(a) An early retirement benefit shall be payable to a participant whose age on separation is at least 55 but less than the normal retirement age and whose contributory service was five years or longer.

(b) The benefit shall be payable at the standard annual rate for a retirement benefit, reduced for each year or part thereof by which the age of the participant on separation was less than the normal retirement age, at the rate of 6 per cent a year, except that:

(i) If the contributory service of the participant was 25 years or longer but less than 30 years, 2 per cent a year in respect of the period of contributory service performed before 1 January 1985, and 3 per cent a year in respect of the period of such service performed as from 1 January 1985; or

(ii) If the contributory service of the participant was 30 years or longer, 1 per cent a year,

provided however that the rate in (i) or (ii) above shall apply to no more than five years.

(c) The benefit may be commuted by the participant into a lump sum to the extent specified in article 28 (g) for a retirement benefit.

Article 30
Deferred retirement benefit

(a) A deferred retirement benefit shall be payable to a participant whose age on separation is less than the normal retirement age and whose contributory service was five years or longer.

(b) The benefit shall be payable at the standard annual rate for a retirement benefit and shall commence at the normal retirement age, or, if the participant so elects, at any age not less than 55, provided that in such event it shall be reduced in the same manner and under the same conditions as specified in article 29 (b).

(c) The benefit may be commuted by the participant into a lump sum:

(i) If the rate of the benefit at the normal retirement age is 300 dollars or more, equivalent to his own contributions; or

(ii) If such rate is less than 300 dollars, equivalent to the full actuarial value of the benefit.

Article 31
Withdrawal settlement

(a) A withdrawal settlement shall be payable to a participant whose age on separation is less than the normal retirement age, or if he is the normal retirement age or more on separation but is not entitled to a retirement benefit.

(b) The settlement shall consist of:

(i) His own contributions, if the contributory service of the participant was less than five years; or

(ii) His own contributions increased by 10 per cent for each year in excess of five up to a maximum of 100 per cent, if the contributory service of the participant was five years or longer, subject to (c) below.

(c) The settlement shall nevertheless, if the contributory service of the participant was five years or longer and commenced prior to 1 April 1961, consist of the aggregate of the following amounts if such aggregate is greater than the amount yielded by **(b)(ii)** above:

(i) The withdrawal settlement which the participant would have received had separation been on 31 December 1966 and had the Regulations, actuarial bases and other provisions in force on 31 March 1961 remained in force; and

(ii) The excess of the contributions which he actually made from 1 April 1961 to 31 December 1966 over the contributions which he would have made in respect of the same period had the Regulations, actuarial bases and other provisions in force on 31 March 1961 remained in force, with interest; and

(iii) His own contributions from 1 January 1967 increased by 10 per cent for each year of contributory service in excess of five, whether before or after 1 January 1967, up to a maximum of 100 per cent.

Article 32
Deferment of payment or choice of benefit

(a) The payment to a participant of a withdrawal settlement, or the exercise by a participant of a choice available to him between one benefit and another, or between a form of benefit involving payment in a lump sum and another form, may be deferred at his request at the time of separation for a period of 12 months.

(b) A participant who has deferred a choice under **(a)** above shall, if his choice is not made within the period, be deemed to have chosen a deferred retirement benefit if his age on separation was less than the normal retirement age, and in any event a form of benefit payable otherwise than in a lump sum.

Article 33
Disability benefit

(a) A disability benefit shall, subject to article 41, be payable to a participant who is found by the Board to be incapacitated for further service in a member organization reasonably compatible with his abilities, due to injury or illness constituting an impairment to health which is likely to be permanent or of long duration.

(b) The benefit shall commence on separation or, if earlier, on the expiration of the paid leave due to the participant and shall continue for as long as the participant remains incapacitated, provided that after age 55 incapacity shall be deemed to be permanent.

(c) The benefit shall, if the age of the participant on entitlement is the normal retirement age or more, be payable at the standard or the minimum annual rate for a retirement benefit as the case may be; if the age of the participant is less than the normal retirement age, the benefit shall be payable at the rate of the retirement benefit which would have been payable had the participant remained in service until the normal retirement age and had his final average remuneration remained unchanged.

(d) The annual rate of the benefit shall, notwithstanding **(c)** above, not be less, when no other benefit is payable on the account of the participant under these Regulations, than the smaller of 500 dollars or the final average remuneration of the participant.

(e) A benefit which is discontinued shall, if a participant who has been separated does not upon such discontinuance again become a participant, be converted at his option to a deferred retirement benefit or a withdrawal settlement, calculated as at the date of commencement of the disability benefit.

(f) The Board may prescribe the extent to which and the circumstances in which a disability benefit may be reduced when the beneficiary, although remaining incapacitated within the meaning of this article, is nevertheless in paid employment.

Article 34
Widow's benefit

(a) A widow's benefit shall, subject to article 41 and to **(b)** below, be payable to the surviving female spouse of a participant who was entitled to a retirement, early retirement, deferred retirement or disability benefit at the date of his death, or who died in service, if she was married to him at the date of his death in service or, if he was separated prior to his death, she was married to him at the date of separation and remained married to him until his death.

(b) A benefit shall nevertheless not be payable if the participant had commuted his widow's prospective benefit under article 28 or 29, or had commuted a deferred retirement benefit under article 30 (c).

(c) The benefit shall, if the participant died in service or during entitlement to a retirement, early retirement or disability benefit, be payable at the standard annual rate of half the retirement or disability benefit which would have been payable to the participant had he become entitled thereto at the date of his death, or of half of his retirement, early retirement or disability benefit including such part thereof as may have been commuted, as the case may be, provided that the rate shall not be less than the smaller of:

(i) 750 dollars, or
(ii) Twice the standard annual rate above.

(d) The annual rate of the benefit shall, notwithstanding **(c)** above, not be less, when no other benefit is payable on the account of the participant under these Regulations, than the smaller of 500 dollars or the final average remuneration of the participant.

(e) The benefit shall, if the participant died after the commencement of a deferred retirement benefit which had not been commuted under article 30 (c), be payable at half the annual rate of such benefit and, if he died before its commencement, at the rate of half the actuarial equivalent at the date of his death of the annual rate of the benefit at the normal retirement age.

(f) The benefit shall be payable at periodic intervals for life or until remarriage, provided that a benefit payable at an annual rate of less than 200 dollars may be commuted by the widow into a lump sum which is the actuarial equivalent of the benefit at the standard annual rate under **(c)** above, or the annual rate under **(e)** above, as the case may be.

(g) The benefit shall, where there is more than one surviving spouse, be divided equally between the spouses, and upon the death or remarriage of each such spouse shall be equally divided among the remainder.

(h) A lump sum in the amount of twice the annual rate of the benefit shall, unless **(g)** above applies, be payable to a surviving spouse upon remarriage.

Article 35
Widower's benefit

A widower's benefit, at the rates and under the conditions applicable in article 34 to a widow's benefit, shall be payable to the surviving male spouse of a participant.

Article 36
Child's benefit

(a) A child's benefit shall, subject to **(b)** and **(c)** below, be payable to each child of a participant who is entitled to a retirement, early retirement or disability benefit or who has died in service, while the child remains unmarried and under the age of 21.

(b) A benefit shall be payable to a child who is over the age of 21 if the child is found by the Board to have been incapacitated by illness or injury for substantial gainful employment:

(i) On reaching the age of 21, if immediately prior thereto a child's benefit was payable; or

(ii) At the time of the death in service or entitlement to a benefit of the participant.

A benefit payable as above shall continue for as long as the child remains incapacitated.

(c) A child's benefit shall, notwithstanding **(a)** above, not become payable if the participant has chosen an early retirement benefit until he dies or reaches the normal retirement age, except to a child under the age of 21, found by the Board to be disabled.

(d) The benefit shall, during the continuance of any periodic benefit resulting from retirement, early retirement, disability or death in service, but subject to **(e)** and **(f)** below, be payable at the annual rate of one third of the benefit payable to the participant or, if the participant died in service, one third of the retirement or disability benefit which would have been payable to him had he become entitled thereto at the date of his death, subject to a minimum of 300 and a maximum of 600 dollars per annum.

(e) The benefit, if no other periodic benefit is payable and there is no surviving parent able, in the opinion of the Board, to support the child, or if the other periodic benefit payable is to a surviving spouse who is not a natural or adoptive parent and does not have custody of the child, and further subject to **(f)** below, shall be payable at the rate in **(d)** above increased by whichever is the greater of:

(i) 300 dollars or one quarter of the retirement, early retirement or disability benefit from which it is derived, if one child's benefit is payable; and

(ii) 600 dollars or half the retirement, early retirement or disability benefit from which it is derived, and divided by the number of eligible children, if more such benefits than one are payable.

(f) The total benefits payable under **(d)** above shall nevertheless not exceed an annual rate of 1,800 dollars, nor shall the total benefits under **(d)** or **(e)** above, added to any retirement benefit payable under article 28 (b), (c), (d) or (e), early retirement benefit under article 29 (b), disability, widow's or widower's benefit exceed the final average remuneration of the participant added to the total annual children's allowances payable to him by the member organization at the time he was separated.

(g) Benefits payable under this article shall be recalculated as may be required to achieve the purposes of **(e)** and **(f)** above.

Article 37
Secondary dependant's benefit

(a) A secondary dependant's benefit shall, subject to article 41 and to **(b)** below, be payable to not more than one surviving secondary dependant of a participant who was entitled to a retirement, early retirement, deferred retirement or disability benefit at the date of his death, or who died in service.

(b) A secondary dependant's benefit shall nevertheless not be payable:

(i) Where a benefit is or was payable to a child or to the surviving spouse of the participant; and

(ii) In the case of a brother or sister, where the benefit payable to the participant was a deferred retirement benefit.

(c) The benefit shall be payable at the following rates:

(i) In the case of a mother or father, at the rates and under the conditions applicable in article 34 (b), (c), (d), (f) and (h) to a widow's or widower's benefit, save that the Board may, in the event of remarriage, decide in its discretion to continue the benefit;

(ii) In the case of a brother or sister, at the rate applicable in article 36 (d) to a child's benefit and shall be payable or shall continue to be payable beyond the age of 21 under the conditions of article 36 (b).

(d) In the event that more than one person is eligible under this article, the benefit shall be payable to the person designated by the participant prior to his death or, failing such designation or person, to the person designated by the Board.

Article 38
Residual settlement

(a) A residual settlement shall be payable if, upon the death of a participant and the exhaustion, as the case may be, of any entitlements due under these Regulations to his survivors, the total amount of the benefits paid to him and on his account is less than his own contributions.

(b) The settlement shall be payable to a beneficiary designated by the participant and alive when the payment is due; failing such beneficiary, the settlement shall be paid to the estate of the participant.

(c) The settlement shall consist of the participant's own contributions at the date of his separation or death in service, reduced by the total amount of the benefits paid to him and on his account.

Article 39
Limitation of entitlements during leave without pay

(a) Entitlement to a disability benefit or to a benefit payable in case of death, during a period of leave without pay granted for the performance of military service, shall instead be to a withdrawal settlement calculated as of the day immediately preceding the commencement of such leave, in accordance with article 31.

(b) In the event that a participant becomes entitled to a retirement, early retirement or deferred retirement benefit on separation during a period of leave without pay, a widow's, widower's, child's or secondary dependant's benefit shall not be payable unless entitlement thereto would have existed had the participant died on the day immediately preceding the commencement of such leave.

Article 40
Effect of re-entry into participation

(a) If a former participant who is entitled to a retirement, early retirement or deferred retirement benefit under these Regulations again becomes a participant, entitlement to such benefit or to a benefit derived therefrom shall be suspended and no payment shall be made until he dies or is again separated.

(b) Such a participant who again becomes a participant and is again separated after at least five years of additional contributory service shall also be entitled, at the time of such subsequent separation, in respect of such service and subject to paragraph **(d)** below, to a retirement, early retirement or deferred retirement benefit, or a withdrawal settlement under article 28, 29, 30 or 31, as the case may be.

(c) Such a participant, who again becomes a participant and is again separated after less than five years of additional contributory service, shall, in respect of such service, become entitled to:

(i) A withdrawal settlement under article 31; or

(ii) Subject to (d) below, a retirement, early retirement or deferred retirement benefit, as the case may be, under article 28, 29 or 30, based on the length of such additional contributory service; provided, however, that such benefit may not be commuted into a lump sum, in whole or in part, and shall not be subject to any minimum provisions.

(d) Payment of benefits under **(b)** or **(c) (ii)** above shall commence on the date of the resumption or commencement, as the case may be, of payment of benefits suspended under **(a)** above. In no event shall the total benefits payable to or on account of a former participant in respect of separate periods of contributory service exceed the benefits which would have been payable had his participation in the Fund been continuous.

PART VI. GENERAL PROVISIONS

Article 41
Medical examination

(a) Every participant in the Fund shall be required to undergo a medical examination in accordance with the standards prescribed by the Board, unless the Board accepts the findings of an earlier medical examination.

(b) A participant who refuses to undergo such medical examination, and for whom the findings of an earlier examination are not accepted, shall not, until he has completed five years of contributory service, be entitled to a disability benefit under these Regulations, nor shall a widow's, widower's or secondary dependant's benefit be payable in the event of his death in service unless such period has been completed.

Article 42
Information from participants and beneficiaries

(a) A participant or beneficiary may be required to supply information, and to furnish documentary or other proof thereof, in respect of any matter on which information or proof is deemed desirable by the Board for the purposes of these Regulations.

(b) Failure to supply such information or proof, or the omission or misrepresentation of any material fact therein, shall enable the Board to redetermine the entitlements of the participant or beneficiary under these Regulations, provided that entitlement to participation or to a benefit shall not be less favourable than if the information or proof had been supplied or truly represented.

Article 43
Recovery of indebtedness to the Fund

The Board may deduct from any benefit payable under these Regulations to a participant, or on his account, the amount of any indebtedness to the Fund by the participant or by any beneficiary or third person to whom payment has been made otherwise than in accordance with these Regulations.

Article 44
Interest on unpaid benefits

The Fund shall not be liable for interest on any due but unpaid benefits.

Article 45
Non-assignability of rights

A participant or beneficiary may not assign his rights under these Regulations.

Article 46
Forfeiture of benefits

(a) The right to a withdrawal settlement or residual settlement shall be forfeit if for two years after payment has been due the beneficiary has failed to submit payment instructions or has failed or refused to accept payment.

(b) The right to a retirement, early retirement, deferred retirement or disability benefit shall be forfeit if for five years after the first payment has been due the beneficiary has failed to submit payment instructions or has failed or refused to accept payment.

(c) The right to continued periodic payments of a retirement, early retirement, deferred retirement or disability benefit shall be forfeit if for two years after a periodic payment has been due the beneficiary has failed to submit payment instructions or has failed or refused to accept payment.

(d) The right to a benefit shall nevertheless not be forfeit under **(a)**, **(b)** or **(c)** above if its exercise has been prevented by circumstances beyond the control of the beneficiary.

(e) The Board may, if in its opinion there are circumstances which so warrant, restore the right to any benefit which has been forfeited.

Article 47
Currency

(a) Contributions under these Regulations shall be calculated and remitted to the Fund in dollars.

(b) Benefits shall be calculated in dollars and shall be payable in any currency selected by the recipient, at the rate of exchange for dollars obtained by the Fund on the date of payment.

Article 48
Jurisdiction of the United Nations Administrative Tribunal

(a) Applications alleging non-observance of these Regulations arising out of the decision of the Board may be submitted directly to the United Nations Administrative Tribunal by:

(i) Any staff member of a member organization which has accepted the jurisdiction of the Tribunal in Joint Staff Pension Fund cases who is eligible under article 21 of these Regulations as a participant in the Fund, even after his employment has ceased, and any person who has succeeded to such staff member's rights upon his death;

(ii) Any other person who can show that he is entitled to rights under these Regulations by virtue of the participation in the Fund of a staff member of such member organization.

(b) In the event of a dispute as to whether the Tribunal has competence, the matter shall be settled by a decision of the Tribunal.

(c) The decision of the Tribunal shall be final and without appeal.

(d) The time-limits prescribed in article 7 of the Statute of the Tribunal are reckoned from the date of the communication of the contested decision of the Board.

PART VII. AMENDMENT AND ENTRY INTO FORCE

Article 49
Amendment

(a) The Board may recommend amendments to these Regulations to the General Assembly, which may amend these Regulations after consultation with the Board.

(b) The Regulations so amended shall enter into force as from the date specified by the General Assembly but without prejudice to rights to benefits acquired through contributory service prior to that date.

Article 50
Entry into force

(a) These Regulations shall enter into force and supersede all previous Regulations with effect from 1 January 1990.

(b) No provision shall be construed as applying retroactively to participants in the Fund prior to 1 January 1990 unless expressly stated therein or specifically amended to such effect by the General Assembly with due regard to the provisions of article 49.

PART VIII. TRANSITIONAL PROVISIONS

Article 51
Limitation on participation

An associate participant in the Fund on 31 December 1966 shall, if he remains in continuous service, continue to be an associate participant in accordance with article II **bis** of the Regulations in force on that date and shall only become a participant if during such associate participation he receives:

(a) A permanent appointment or an appointment certified by a member organization to lead normally to a permanent appointment; or

(b) An appointment which will extend the total continuous period of his service to or beyond five years.

For the purpose of **(b)** above, service before 1 January 1967 shall be deemed to have been continuous if a break or breaks therein do not total more than one year.

Article 52

Preservation of entitlement to retirement benefits

A participant in the Fund on 31 December 1966 whose service has been continuous since that date shall be entitled to a retirement benefit under article 28 of these Regulations notwithstanding that his contributory service was less than five years.

Article 53

Preservation of rights to voluntary deposits

A participant who, prior to the entry into force of these Regulations, had been authorized by the Board to deposit an amount in the Fund in accordance with article XVIII of the Regulations then in force shall be entitled, in respect of such authorization, to the benefit of that article as though it were still in force.

PART IX. PENSIONABLE REMUNERATION

Article 54

Pensionable remuneration

(a) In the case of participants in the General Service and other locally-recruited categories, pensionable remuneration shall be the equivalent in dollars of the sum of:

(i) The participant's gross salary,

(ii) Any language allowance payable to him, and

(iii) In the case of a participant who became entitled to a pensionable non-resident's allowance prior to 1 September 1983, and for as long as he continues to be entitled thereto, the amount of such allowance.

(b) In the case of participants in the Professional and higher categories, the scale of pensionable remuneration effective 1 May 1989, set out in the appendix hereto, shall be adjusted on the same date as the net remuneration amounts of officials in the Professional and higher categories in New York are adjusted. Such adjustment shall be by a uniform percentage equal to the weighted average percentage variation in the net remuneration amounts, as determined by the International Civil Service Commission, except that:

(i) The amount of the first adjustment due after 1 January 1990 shall be reduced by 2.8 percentage points;

(ii) The scale of pensionable remuneration determined by the International Civil Service Commission as corresponding to the revised salary structure entering into effect on 1 July 1990 shall become effective on the same date.

PART X. SUPPLEMENTARY ARTICLES

Supplementary article A
Part-time employment

The provisions of these Regulations and of the Administrative Rules shall apply equally to members of the staff of each member organization whose employment is for at least half the time of full-time members of the staff, except that:

(a) The entitlement to and the amount of benefits resulting from such employment shall be reduced in the ratio which it bears to full employment; and

(b) Such employment prior to 1 January 1975 shall not be open to validation or be taken into account for any other purpose.

Supplementary article B
Participation of officials who are not staff members

The provisions of these Regulations and of the Administrative Rules shall apply to officials covered by the Conventions on the Privileges and Immunities of the United Nations and of the Specialized Agencies who perform such functions for the member organizations of the Fund which, if provided by their staff members, would be considered as full-time or part-time employment for the purpose of these Regulations.

Supplementary article C
Transitional measures in respect of final average remuneration

(a) Effective 1 April 1987, notwithstanding the provisions of article 1 (h), the final average remuneration of a participant in the Professional or higher categories who was in contributory service on 31 March 1987, had at least 36 completed calendar months of such service as of that date and whose pensionable remuneration was lowered by the scale of pensionable remuneration effective 1 April 1987, shall be calculated under both article 1 (h) and paragraph **(b)** of this article, with the participant being entitled to that method of calculation which results in the higher benefit at the standard annual rate.

(b) *(i) The highest final average remuneration to which the participant would have been entitled in accordance with article 1 (h) if he had separated from service on 31 December 1984 or on any later date preceding his actual date of separation shall be applied to his contributory service up to and including the date on which that final average remuneration was first attained in his case; and*

(ii) The final average remuneration calculated in accordance with article 1 (h) shall be applied to his contributory service after such date.

(iii) The benefit payable at the standard annual rate under the provisions of article 28 (b) or (c) shall be calculated by adding to the benefit based on the contributory service in (i) above the benefit based on the contributory service in (ii) above, subject to article 28 (d) where applicable.

(c) Nevertheless, and notwithstanding the provisions of article 28 (d), the benefit payable to a participant at the standard annual rate in accordance with paragraph **(b)** above shall not be less than the benefit to which he would have been entitled if he had separated on the date the highest final average remuneration was first attained in his case.

Supplementary article D

Transitional measures in respect of lump-sum commutation

Notwithstanding the provisions of article 28 (g), a participant in contributory service on 31 March 1987 may commute a retirement benefit payable to him into a lump sum to the extent of the greater of:

(a) The amount calculated under article 28 (g); or

(b) *(i) If his age on 31 March 1987 is less than 55, the actuarial equivalent of one third of the benefit that would have been payable to him had he retired on 31 March 1987 and had been aged 60 on that date;*

(ii) If his age on 31 March 1987 is 55 or more, the actuarial equivalent of one third of the benefit that would have been payable to him had he retired on 31 March 1987 and had attained on that date the age at his actual date of separation.

Appendix

SCALE OF PENSIONABLE REMUNERATION FOR PROFESSIONAL AND HIGHER CATEGORIES
(In United States dollars)

(Effective 1 May 1989)

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
USG	122 580												
ASG	113 342												
D-2	94 506	96 927	99 242	101 962									
D-1	82 499	84 581	86 653	88 735	90 817	92 889	94 855						
P-5	74 286	76 030	77 637	79 264	80 987	82 499	84 222	85 839	87 583	89 190			
P-4	60 196	61 930	63 663	65 270	67 130	68 747	70 364	71 865	73 588	75 449	77 182	78 905	
P-3	49 214	50 947	52 575	54 076	55 683	57 300	59 033	60 661	61 930	63 547	65 048	66 432	67 933
P-2	39 859	41 244	42 523	43 897	45 292	46 561	47 946	49 214	50 715	52 110	53 495		
P-1	31 308	32 471	33 507	34 553	35 705	36 741	38 010	39 289	40 557	41 709			

NOTE: Pursuant to article 54 (b) (i) and (ii), the ICSC promulgated the following two scales of pensionable remuneration effective 1 February 1990 and 1 July 1990 respectively:

(Effective 1 February 1990)

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
USG	124 664												
ASG	115 269												
D-2	96 113	98 575	100 929	103 390									
D-1	83 901	86 019	88 126	90 243	92 361	94 468	96 468						
P-5	75 549	77 323	78 957	80 611	82 364	83 901	85 654	87 298	89 072	90 706			
P-4	61 219	62 983	64 745	66 380	68 271	69 916	71 560	73 087	74 839	76 732	78 494	80 246	
P-3	50 051	51 813	53 469	54 995	56 630	58 274	60 037	61 692	62 983	64 627	66 154	67 561	69 088
P-2	40 537	41 945	43 246	44 643	46 062	47 353	48 761	50 051	51 577	52 996	54 404		
P-1	31 840	33 023	34 077	35 140	36 312	37 366	38 656	39 957	41 246	42 418			

(Effective 1 July 1990)

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
USG	130 560														
ASG	120 800														
D-2	101 056	103 482	105 769	108 143	110 570	113 052									
D-1	89 100	91 119	93 180	95 201	97 268	99 318	101 303	103 328	105 393						
P-5	79 095	80 908	82 643	84 412	86 244	87 943	89 754	91 842	93 712	95 466	97 253	99 073	100 927		
P-4	65 026	66 748	68 462	70 094	71 870	73 578	75 315	77 240	79 007	80 881	82 131	83 900	85 707	87 553	89 439
P-3	53 280	54 935	56 534	58 060	59 633	61 187	62 843	64 822	66 121	67 870	69 153	70 679	72 259	73 874	75 526
P-2	43 063	44 439	45 742	47 139	48 534	49 807	51 194	52 820	54 361	55 753	56 833	57 934			
P-1	33 769	34 928	35 954	37 001	38 155	39 190	40 431	42 048	43 412	44 656					

Annex I

ADMINISTRATIVE RULES OF THE UNITED NATIONS JOINT STAFF PENSION FUND

• INTRODUCTION •

(a) The Board has, in terms of article 4 (b) of the Regulations, made the Administrative Rules contained in this annex, which enter into force and supersede all previous Rules with effect from 1 January 1990.

(b) The Board, or the Standing Committee on its behalf, may amend these Rules from time to time as it deems desirable, and shall interpret them to the extent required to give effect thereto.

(c) In accordance with article 1 of the Regulations, the terms defined in that article shall bear the same meaning where they appear in these Rules.

(d) *"Dependent"*, for the purpose of article 1 (s) of the Regulations, shall mean in receipt of financial support from the participant in an amount sufficient to meet the financial criteria established for payment of a secondary dependant's allowance under the Staff Regulations and Rules of the member organization by which the participant was employed immediately prior to his separation or death in service, whether or not such allowance was in fact payable.

(e) *"In the name of the United Nations"*, for the purpose of article 18 of the Regulations, shall include the holding of assets in the name of a nominee or nominees of custodians for the United Nations.

(f) *"Part-time employment"*, for the purpose of supplementary article A of the Regulations, shall mean employment under conditions requiring attendance for duty during at least half the normal weekly working hours prescribed by the member organization for the duty station at which the employment takes place.

• SECTION A •

Administration Manual

A.1 The Secretary of the Board shall be responsible, under the authority of the Board, for ensuring the observance of the Regulations and these Rules by the member organizations and the participants; he shall be empowered to issue, and revise from time to time as may be necessary, an administration manual in which shall be prescribed, to the extent that they are not contained herein, the procedures and forms which shall be used for the administration of the Fund.

• SECTION B •

Participation

B.1 Each member organization shall, upon fulfilment by a member of its staff or by one of its officials of the conditions of article 21 of the Regulations, register his admission to the

Fund as a participant by furnishing to the secretary of the staff pension committee of the organization such information with respect to him as the secretary may require, including the terms of his appointment; the organization shall thereafter notify the secretary of any changes that occur therein.

B.2 The information shall normally include the name of the participant and the date of commencement of his participation, his date of birth, sex and marital status, and, as the case may be, the names and dates of birth of his spouse, children under the age of 21, and secondary dependants; the organization shall verify, to the extent possible, the accuracy of the information furnished.

B.3 The participant shall be responsible for providing the information in B.2 above and for notifying the organization of any changes that occur therein; he may be required to submit documentary or other proof of such information to the organization or the secretary of the committee. No change in the records relating to the date of birth of a participant or his prospective beneficiaries shall be accepted after the date of the participant's separation.

B.4 Information provided by or in respect of a participant or beneficiary under the Regulations or these Rules shall not be disclosed without his written consent or authorization.

B.5 The participant shall, as soon as practicable after the commencement of his participation, specify in writing, on a form provided for the purpose by the secretary of the committee, the secondary dependant, if any, or other person whom he designates as his beneficiary in the event of a benefit becoming payable under article 37 or 38 of the Regulations by reason of his death in service without a surviving spouse or child entitled to a benefit; any changes thereafter in such designation shall similarly be specified by the participant in writing.

B.6 (a) A participant who is separated from the service of one member organization and enters the service of another without an interruption in the continuity of his employment shall, subject to article 21 of the Regulations, remain a participant in the Fund; where such continuity has been interrupted, participation shall be in accordance with article 21 of the Regulations.

(b) A participant who is separated from the service of a member organization and who again becomes a participant in the Fund in accordance with article 21 (a) of the Regulations within 12 months after such separation and without a benefit having been paid to him shall continue his participation in accordance with article 21 (b). In calculating the period between the dates of separation and re-entry into participation under article 21 (a) no recognition shall be given to any intervening non-contributory service even if subsequently validated under article 23.

• SECTION C •

Medical examination

C.1 In accordance with article 41 (a) of the Regulations, a medical examination shall be carried out of each participant by the medical officer of the member organization by which he is employed, or a medical practitioner designated by him, prior to or as early as may be practicable after the commencement of his participation.

C.2 The examination shall be conducted in such manner as to determine whether or not the participant meets the medical standards and may be waived if he has undergone a medical examination within 12 months prior to the commencement of his participation the results of which are acceptable to the medical officer.

C.3 A participant whose entitlements are restricted under article 41 (b) of the Regulations shall, upon undergoing a medical examination as provided in rules C.1 and C.2 above, be accorded his full entitlements.

• SECTION D •

Contributions and interest

D.1 Contributions as specified in column B in article 25 (a) shall be deducted monthly by the member organization from the salary and emoluments of each of its participants in pay status and remitted in dollars to the Fund; the contributions of a participant in partial pay status shall be on the basis of his full pensionable remuneration.

D.2 Contributions for the purpose of validation, restoration, or the accrual of contributory service during leave without pay shall be made in dollars in accordance with sections E, F and G below.

D.3 (a) Interest shall accrue each year or part of a year on a participant's contributions to the Fund; interest shall not, however, accrue in any year on contributions made during that year.

(b) For the purpose of accrual of interest under article 25 (b), (c), (d) or (e), article 31 and article 38 (c) of the Regulations, the interest shall be calculated to the end of each financial year and compounded annually at that date.

(c) In the calculation of interest, periods of less than one calendar month shall, if they amount to 15 days or more, be treated as one month, and if they amount to less than 15 days, be disregarded.

(d) For the purpose of calculating monthly instalments, including interest, for the amortization of amounts due under article 25 (d), the interest shall be compounded annually.

D.4 Remittance of the contributions under article 25 shall be made monthly and received by the Fund not later than on the second working day of the following month.

D.5 The Fund shall be compensated for any loss resulting from delays in receipt of the contributions under D.4 above.

D.6 The financial year of the Fund shall be the period 1 January to 31 December inclusive.

• SECTION E •

Validation of non-contributory service

E.1 A participant who elects to validate non-contributory service under article 23 (a) of the Regulations shall give notice in writing of his election to the secretary of the staff

pension committee of the member organization by which he is employed, not later than one year after the commencement of his participation and in any case prior to the date of his separation if earlier. He shall state in such notice the total period or periods of service which to his knowledge are open to validation.

E.2 (a) The secretary of the committee, if he is satisfied that the conditions of article 23 (a) have been fulfilled, shall notify the participant in writing of the contributions which would have been payable by him had the service been contributory, with interest to the date of the notice of election.

(b) The contribution of the member organization shall be twice the amount under **(a)** above.

E.3 The participant shall remit the amount due by him in a lump sum to the member organization within 90 days of the date of the notification under rule E.2 above, or prior to the date of his separation if earlier, failing which his right to validate shall be deemed to be cancelled.

E.4 (a) A beneficiary who elects to validate on behalf of a deceased participant under article 23 (b) of the Regulations shall give notice in the manner and within the period specified in rule E.1 above; he shall be notified of the amount due in accordance with rule E.2 above; and he shall remit such amount in a lump sum to the member organization within 90 days of the date of notification.

(b) In the event that a participant dies after having elected to validate under rule E.1 above, but before the amount due by him has been remitted under rule E.3, a beneficiary empowered to make an election on behalf of the participant under article 23 (b) shall be entitled, upon notice in writing to the secretary of the committee prior to payment of the benefit, to make such remittance in a lump sum within 90 days of the date of notification to him by the secretary of the amount due.

(c) Failure by a beneficiary to comply with the provisions of **(a)** or **(b)** above shall be deemed to cancel his rights under article 23 (b).

E.5 A former participant who, during his participation, does not validate the non-contributory service then open to validation by him shall not, by virtue of a new period of participation, be entitled to validate such service.

• SECTION F •

Restoration of prior contributory service

F.1 A participant who elects to restore prior contributory service as a former participant under article 24 (a) of the Regulations shall give notice in writing of his election to the secretary of the staff pension committee of the member organization by which he is employed not later than one year after the recommencement of his participation and in any case prior to the date of separation if earlier.

F.2 (a) The secretary of the committee, if he is satisfied that the conditions of article 24 (a) have been fulfilled, shall ascertain from the Secretary of the Board the periods of prior contributory service of the participant, together with the amount of the withdrawal settle-

ment received under article 31 (b)(i) and the interest thereon to the date of the notice of election, and shall notify the participant in writing of the total amount due.

(b) The amount due from the member organization shall be the amount of the refund, if any, received by it under article 26 of the Regulations in force on 31 December 1982 with interest as in (a) above.

F.3 The participant shall make, or commence, payment of the amount within 90 days of the date of the notification by the secretary under rule F.2 above, either

(a) In full in a lump sum; or

(b) In equal monthly instalments, with interest, over a period no longer than half the length of the prior contributory service elected to be restored, provided that the total amount due shall be payable prior to the date of the participant's separation.

F.4 (a) Payment shall be made, in accordance with the method selected by the participant under rule F.3 above, by remittance to the organization within the time-limits applicable.

(b) In the event of default in the payment of a lump sum or the first payment of an instalment, the right of the participant to restoration shall be deemed to be cancelled; in the event of default thereafter, the participant shall be given notice in writing by the secretary of the committee to effect payment within 90 days, failing which his right to restoration shall similarly be deemed to be cancelled.

(c) A participant whose right to restoration is cancelled shall be refunded forthwith the payments which he has made, with accrued interest, and shall forfeit any further right to such restoration.

F.5 A beneficiary who elects to restore on behalf of a deceased participant under article 24 (c) of the Regulations, or to make or complete the remittances due by a participant who had so elected prior to his death, shall be bound, ***mutatis mutandis,*** by the provisions of rule E.4.

• SECTION G •

Leave without pay

G.1 A participant who wishes contributory service to accrue to him in terms of article 22 (b) of the Regulations in respect of leave without pay shall make arrangements with the member organization by which he is employed for the full contributions to be remitted to the Fund concurrently with such leave in the same manner as contributions due in respect of a participant in pay status.

G.2 A participant to whom the provisions of article 25 (b)(ii) apply shall remit to the organization the amounts due in respect of a period of leave without pay prior to the date of separation and, in any case, not later than within one year after the resumption of pay status.

G.3 Notification of the amount due under G.2 shall be provided to him, at his request, by the secretary of the staff pension committee of the organization from which he was granted leave without pay.

G.4 The provisions of section G of the Administrative Rules in force on 31 December 1982 shall continue to apply to leave without pay which commenced prior to 1 January 1983.

G.5 However, participants whose leave without pay commenced prior to 1 January 1983 may, at their option, pay contributions concurrently for the unexpired portion of such leave remaining after 1 January 1983.

G.6 Participants who avail themselves of the option under G.5 may, at the same time, choose to pay the amounts due for the prior period of leave without pay.

G.7 Extensions of leave without pay which commenced prior to 1 January 1983 granted after 1 January 1983 shall be treated in accordance with the provisions applicable to leave without pay commencing after that date.

• SECTION H •

Determinations of incapacity and inability to engage in gainful employment

General

H.1 (a) The determination of incapacity for the purpose of disability benefits under article 33 (a) and (b) of the Regulations and of children's and secondary dependants' benefits under article 36 (b) and (c) shall, by virtue of powers hereby delegated in accordance with article 4 (c), be made in each case by the staff pension committee of the organization by which the participant is employed, subject to the provision that, failing unanimity, a determination with respect to a disability benefit shall be referred to the Standing Committee for decision.

(b) For entitlement to a disability benefit, the incapacity for further service must be found to exist or to have existed on the participant's date of separation.

H.2 In each case in which a staff pension committee has determined that a participant or a child is incapacitated, or in which a determination with respect to a disability benefit has been referred to the Standing Committee for decision, the medical officer of the organization shall transmit a report on the medical aspects of the case to the Medical Consultant, who shall in turn report thereon as may be required by the Secretary of the Board.

Disability benefits (article 33)

H.3 A request for a determination by the staff pension committee under article 33 (a) of the Regulations shall be made by the organization:

(a) Whenever during, or on the expiry of, the appointment of a participant there is reason to believe that he may be incapacitated within the meaning of article 33 (a); or

(b) Whenever a participant is placed, or is proposed to be placed, on leave without pay for reasons of health; or

(c) Whenever the appointment of a participant is terminated, or is proposed to be terminated, for reasons of health.

H.4 A determination under article 33 (a) shall be made by the staff pension committee at the request of a participant:

(a) Whenever the organization has not acted in accordance with rule H.3 above; or

(b) Whenever a participant alleges that on the date of separation he was incapacitated within the meaning of article 33 (a).

H.5 (a) The request shall be in writing, addressed to the secretary of the committee, and in the case of a participant shall be made not later than four months after the date of separation or commencement of leave without pay, unless in the opinion of the committee there are exceptional circumstances justifying submission of the request at a later date.

(b) The request shall state the material facts on which the organization or the participant relies and the conclusions which are deduced therefrom, and shall be accompanied where practicable by a report from the medical officer of the organization, or a medical practitioner retained by the participant, as the case may be.

(c) The organization, or the participant if the request has been submitted by him, may be required by the committee to provide further evidence or information thereon prior to a determination being reached.

H.6 (a) A determination that a participant is incapacitated within the meaning of article 33 (a) shall, until the participant reaches age 55, be reviewed by the committee from time to time for the purpose of establishing his continued eligibility or otherwise for a disability benefit, in accordance with article 33 (b).

(b) The date for each such review shall be set by the committee, having regard to the opinion of the medical officer of the organization on the prospects for the participant's recovery, and in such manner that the interval between reviews does not normally exceed three years; the committee may nevertheless review a determination at an earlier date than that set for the review if there is reason to believe that the participant is no longer incapacitated.

(c) The participant shall be informed in writing by the secretary of the committee of the date or interval set for the review in each case and shall, as and when required, submit himself to a medical examination by the medical officer, or a medical practitioner designated by him, for the purpose of providing evidence enabling the committee to reach a further determination on the continuance or otherwise of his incapacity.

(d) Upon review, the committee shall continue a disability benefit if it determines that the participant remains incapacitated; it may suspend or discontinue a benefit if the participant has failed to submit to a medical examination when required to do so, or if the results of a medical examination are inconclusive; it may impose on the participant the fulfilment of a condition precedent to the continuation of a benefit or the removal of a suspension; and it shall discontinue a benefit when the evidence before it shows beyond reasonable doubt that the participant is no longer incapacitated, provided that a benefit so discontinued may be reinstated by the committee if it is satisfied, upon further evidence, that the participant was in fact then incapacitated.

H.7 (a) A disability benefit which is suspended or discontinued shall cease to be paid at the end of the third complete month after the month in which the decision was taken.

(b) A disability benefit which is reinstated after suspension or discontinuance shall recommence from the date on which it ceased to be paid, unless the committee, after a review of the circumstances of the case, decides that it shall recommence from a later date.

Disabled children's (and brother's or sister's) benefits [article 36 (b) and (c)]

H.8 A determination under article 36 (b) or (c) shall be made by the staff pension committee whenever the child, or the brother or sister, of a participant, eligible in other respects for a child's or secondary dependant's benefit, claims, or is claimed, to be incapacitated by illness or injury for substantial gainful employment:

(a) Upon reaching the age of 21, if immediately prior thereto a child's or a secondary dependant's benefit was payable, as the case may be;

(b) Upon the death in service or entitlement to a retirement or disability benefit of the participant, if the child is then over the age of 21;

(c) Upon the entitlement of the participant to an early retirement benefit. However, a child under the age of 21 shall be considered to be disabled only if the child would have been considered to be such had he or she been 21 years of age on the date of the participant's separation;

(d) Upon the death of a participant entitled to a retirement, early retirement, or disability benefit, if a brother or sister is then over the age of 21 and is claimed to have been incapacitated at the date of the participant's separation.

H.9 The claim shall be made in writing, addressed to the secretary of the committee, by or on behalf of the child or secondary dependant, and shall be accompanied by a report from a medical practitioner on the nature of the illness or injury and the extent, if any, to which gainful employment is possible; in the case of rule H.8 (b) above, the report shall be submitted by the medical officer of the organization.

H.10 A determination that a child or secondary dependant is incapacitated within the meaning of article 36 (b) or (c) shall be reviewed, ***mutatis mutandis,*** in accordance with the provisions applicable to disability benefits in rules H.6 and H.7 above, save that the intervals between reviews may exceed three years.

• SECTION I •

Entitlement to benefits

I.1 Entitlement to a benefit shall, subject to rules I.3 and I.4 below but without further action by an organ of the Fund other than as may be required to determine eligibility for a disability or incapacitated child's benefit under these Rules, vest in a participant and in the child of a participant on the day succeeding the last day of his contributory service; it shall vest in the widow, widower, secondary dependant, designated beneficiaries or estate of a participant on the day succeeding the day of his death if he died in service, and on the first day of the month succeeding his death if he died while in receipt of a periodic benefit.

I.2 Entitlement to a benefit under article 36 (a) of the Regulations shall continue to the end of the month in which the child marries or reaches the age of 21.

I.3 Entitlement shall be subject to certification by the Secretary of the Board, in accordance with article 7 (c) of the Regulations, that the conditions for payment of the benefit have been fulfilled; the Secretary shall refer to the Standing Committee for decision any case in which he has declined so to certify.

I.4 Where, in the case of a disability benefit, a period of leave in pay status has succeeded a period of leave without pay for reasons of health, entitlement to the benefit shall vest as though the paid leave of the participant had been continuous.

I.5 In no circumstances shall more than one child's benefit be payable in respect of any one child. Where entitlement to more than one child's benefit would otherwise exist in respect of a child, the child's benefit that is largest shall be payable.

• SECTION J •

Computation and payment of benefits

J.1 The member organization by which a participant is employed shall, upon his separation, inform the secretary of the staff pension committee of his last day of service and shall furnish such further information as the secretary may require for the purpose of computing his entitlements under the Regulations.

J.2 (a) The participant shall specify in writing, on a form provided for the purpose by the secretary of the committee, the benefit and any commutation thereof which he elects in accordance with the Regulations, his instructions with respect to the method and currency of payment, and the banking or other institution, if such be the case, to which payment should be made for his account. Subsequent changes in the election of benefits by the participant shall not be accepted unless:

(i) No payment has yet been made by the Fund; and
(ii) In the case of a deferred retirement benefit, in addition to meeting the condition under subparagraph (i), no letter of entitlement has yet been sent by the Fund.

(b) In the case of a participant who separates on or after 31 December 1984, or whose deferred retirement benefit commences after 31 December 1984, payment of the periodic benefit shall be made monthly in arrears. Payment of the periodic benefits of all other participants and of their beneficiaries shall be made monthly in advance.

(c) In the case of a participant whose remuneration under the terms of his appointment was expressed in a currency other than dollars and who selects such currency for the payment of a withdrawal settlement under article 31 (b)(i), the Secretary shall be authorized [as an incident of making payment under article 47 (b)] to make such payment at a rate of exchange which will ensure that the amount paid to the participant shall not be less than the amount deducted from his remuneration for the purpose of article 25, without interest.

(d) In the event that the amount of a benefit paid in full in a lump sum is found to be in error, a correction shall be made if the error exceeds 10 dollars.

(e) Benefits payable under the Regulations to the children of a participant shall, unless there are exceptional circumstances, be paid on their behalf to him and, upon his death, to the surviving parent or legal guardian of each child, in accordance, ***mutatis mutandis,*** with **(a), (b), (c)** and **(d)** above.

J.3 The participant shall at the same time, where there is a prospect that a benefit may become payable upon his death under article 37 or 38 of the Regulations, specify similarly the secondary dependant or other person designated as his beneficiary, as the case may be;

in the absence of such designation, payment shall be made in accordance with the designation of the participant under rule B.5 above.

J.4 The contributory service of a participant which is used as a multiple to obtain the rate or amount of any particular benefit shall be calculated in years and fractions of years, each complete calendar month being deemed equal to one twelfth of a year, and the total number of days comprised in the incomplete calendar months being apportioned by the addition of one month for each 30 days or part thereof of 15 days or longer; a residual period of less than 15 days shall be disregarded.

J.5 The contributory service of a participant which is used to determine his eligibility for a benefit shall be calculated according to the actual years, months and days comprised therein; for the purpose of determining his final average remuneration, incomplete months shall be disregarded except as provided in article 1 (h).

J.6 The contributory service of a participant shall not include unused annual leave accrued at the date of separation, for which compensation is paid, or any period in respect of which payment is made in lieu of notice of termination.

J.7 The age of a participant shall be calculated in years and fractions of years from the date of his birth to the date of his separation, in accordance with the method prescribed for the calculation of contributory service in rule J.4 above; a participant shall nevertheless not be considered to have reached age 55, age 60 or age 62 until his 55th, 60th or 62nd birthday, as the case may be, shall have elapsed.

J.8 The participant, and any person entitled through him to a periodic benefit from the Fund, shall be required from time to time to furnish, to the satisfaction of the Secretary of the Board, proof that he, and any person on whose behalf a benefit is paid to him, remains alive and, as the case may be, unmarried; the Secretary may, in his discretion, suspend payment of a benefit pending the receipt of such proof.

J.9 (a) Any payments made by the Fund to a participant, beneficiary of a participant or third person otherwise than in accordance with the Regulations of the Fund may be deducted from any future benefits payable to or on account of the participant under these Regulations or may be recovered directly from the person or estate of the person to whom any such payments were made.

(b) The Secretary of the Board may, where appropriate, waive recovery of all or part of an indebtedness to the Fund. Such waivers shall be reported to the Standing Committee annually;

(c) Two years after discovery by the Fund that any such payments were made, the Secretary of the Board, in accordance with procedures in the Administration Manual, may deem that the amounts of such payments are unrecoverable and may authorize that such amounts be written off as uncollectible indebtedness to the Fund.

• SECTION K •

Review and appeal

General

K.1 The staff pension committee of each member organization shall, at the instance of any person who is entitled to submit an application under article 48 of the Regulations, review any decision taken by it or by its secretary in the exercise of powers conferred by the Regulations or these Rules.

K.2 The Standing Committee, acting on behalf of the Board, shall in like manner review any decision taken by it under H.1 in which the medical conclusions are in dispute, any decision referred to it under rule K.6 below, and any decision by the Secretary of the Board which is not otherwise subject to review.

K.3 The decision shall, upon review, be either confirmed, rescinded, or varied to the extent necessary to bring it into conformity with the Regulations and these Rules.

K.4 An appeal shall lie to the Standing Committee, acting on behalf of the Board, from the decision of a staff pension committee taken upon review, and to the United Nations Administrative Tribunal, in accordance with article 48 of the Regulations, from the decision of the Standing Committee taken either upon appeal as above or upon review under rule K.2.

Procedure for review

K.5 A review shall be initiated by delivery to the secretary of the staff pension committee, or to the Secretary of the Board if the review is by the Standing Committee, within 90 days of receipt of notification of the disputed decision, of a notice in writing stating the points of fact or of law contained in the decision which are disputed, and the grounds upon which the request for the review is founded; the staff pension committee, or the Standing Committee as the case may be, may nevertheless, upon good cause shown, accept for review a request of which notice was delivered after the expiry of the period prescribed above.

K.6 A review by a staff pension committee shall, unless rule K.7 below applies, be completed within 60 days of the delivery of the notice prescribed under rule K.5 above, failing which the request shall be referred by the secretary to the Secretary of the Board and the review shall thereupon be made instead by the Standing Committee on behalf of the Board.

K.7 (a) Where the outcome of the review turns in whole or in part on the medical conclusions on which the disputed decision was based, the staff pension committee, or the Standing Committee as the case may be, shall obtain the advice of a medical board on the correctness or otherwise of such conclusions before proceeding with the review.

(b) The medical board shall consist of a medical practitioner selected by the participant or person requesting the review, the medical officer of the organization or a medical practitioner designated by him, and a third medical practitioner selected in agreement by the former two who shall not be the medical officer of a member organization; the board shall undertake such further examination of the medical conclusions at issue, and/or of the person who is the subject of the review, as it considers desirable, and shall report its conclusions in writing to the staff pension committee or the Standing Committee, as the case may be, which shall thereupon proceed with the review.

(c) If the decision resulting from the review varies the disputed decision, the medical fees and expenses of the board shall be borne by the Fund; if the disputed decision is confirmed, the medical fees and expenses of the practitioner selected by the participant or person requesting the review and half the medical fees and expenses of the third practitioner shall be borne by him and the remainder by the Fund; indebtedness by a participant under this rule may be recovered in accordance with article 43 of the Regulations.

Procedure for appeal

K.8 (a) An appeal to the Standing Committee, acting on behalf of the Board, from the decision of a staff pension committee taken upon review shall be initiated by delivery to the Secretary of the Board, within 60 days of notification of the decision appealed against, of a notice in writing stating the points of fact or of law contained in the decision which are disputed, and the grounds upon which the appeal is founded; the Standing Committee may nevertheless, upon good cause shown, agree to consider an appeal notice of which was delivered after the expiry of the period prescribed above.

(b) An appeal to the United Nations Administrative Tribunal from the decision of the Standing Committee, acting on behalf of the Board, shall be in accordance with the Statute and Rules of the Tribunal.

• SECTION L •

Transfer agreement

L.1 A participant in the Fund may avail himself of the provisions of any agreement entered into for the purpose of securing continuity of pension rights under article 13 of the Regulations of the Fund, in accordance with the terms of the agreement applicable.

Annex II

RULES OF PROCEDURE OF THE UNITED NATIONS JOINT STAFF PENSION FUND

The following Rules of Procedure have been approved under article 4 (b) of the Regulations by the Standing Committee on behalf of the Board:

SECTION A
United Nations Joint Staff Pension Board

A.1 In accordance with article 5 of the Regulations, the Board shall be composed as indicated in appendix 1 below. The Board shall meet in regular session not less frequently than once in every two years at a time and place to be decided by the Board or its Standing Committee.

A.2 Before each regular session of the Board, the secretaries of the staff pension committees shall notify the Secretary of the Board of the names of the persons appointed by the committees as members and alternate members of the Board in accordance with article 5. They shall remain accredited until the next regular session of the Board unless the Secretary of the Board is notified that a committee has made a change in its representation.

A.3 Special sessions of the Board shall be held upon the decision of the Board or of the Standing Committee, or at the request of a majority of the members of the Board. The time and place of a special session shall be decided by the Standing Committee.

A.4 All sessions of the Board shall be convened by the Secretary. Items which are proposed by any member of the Board or by any staff pension committee, at least one month before the beginning of a regular session or 14 days before the beginning of a special session, shall be placed by the Secretary on the provisional agenda and communicated to each member of the Board and to the secretaries of the committees accompanied by the necessary documentation. Other items may be added to the agenda either at the beginning of a session or during a session if the Board so decides.

A.5 Subject to the provisions of the Regulations and of these Rules, the Board shall adopt its own procedures. A majority of the members of the Board, including alternate members attending in the absence of members, shall constitute a quorum, provided that not less than three members from each of the three following groups are present:

(a) The General Assembly of the United Nations and the corresponding bodies of the other member organizations;

(b) The competent authorities of member organizations;

(c) The participants.

A.6 Decisions of the Board shall be taken by a majority of the members present and voting.

A.7 At the opening of each regular session, the Board shall elect a chairman and two vice-chairmen who shall preside at the meetings of the Board until their successors are elected.

A.8 A report of each session of the Board shall be prepared under the responsibility of the Secretary and approved by the Board. It shall be distributed as soon as possible to all members of the Board through the secretaries of the staff pension committees.

A.9 Attendance at Board sessions shall be limited to:

(a) The members of the Board;

(b) One alternate member for each member of the Board, except that for the United Nations the number of alternate members shall be limited to the alternate members of the United Nations Staff Pension Committee elected or appointed in accordance with article 6 (a) of the Regulations;

(c) For member organizations with one or two members on the Board, one representative from each group referred to in A.5 above which is not entitled to a member seat at that Board session;

(d) One representative for each member organization without a member seat on the Board;

(e) Two representatives, and two alternates, for the Federation of Associations of Former International Civil Servants (FAFICS);

(f) One observer for each organization or organ invited by the Board to attend the session;

(g) In an ***ex-officio*** capacity, the secretaries of the staff pension committees of member organizations and members of the Fund's secretariat designated by the Secretary of the Board.

A.10 The representatives referred to in A.9 (c), (d) and (e) above shall be accorded the rights of members, except the right to vote. The observers and ***ex-officio*** participants referred to in A.9 (f) and (g) above shall have the right to speak with the permission of the Chairman.

A.11 The meetings of the Board shall be held in private. The records and all correspondence of the Board shall be private and kept in the care of the Secretary of the Board.

SECTION B
Standing Committee

B.1 At each regular session the Board shall appoint a Standing Committee composed of 15 members *(together with one alternate member for each of them)* elected from the members and alternate members of the Board or of staff pension commmittees. The representational distribution shall be as indicated in appendix 2.

B.2 Whenever between sessions of the Board a member or alternate member of the Standing Committee resigns or ceases to be a member or alternate member of a staff pension committee, another member or alternate member shall be appointed by the committee to which the former member or alternate member belonged, to serve till the next regular session of the Board.

B.3 At its first session following the regular session of the Board, the Standing Committee shall elect a chairman and two vice-chairmen who shall serve until a new Standing Committee has been appointed by the Board.

B.4 The Standing Committee shall act, when necessary, on behalf of the Board when the Board is not in session. It shall decide individual cases referred to it, exercise a general control on the operations of the Fund and perform such additional specific functions as may from time

to time be assigned to it by the Board. The Standing Committee may on its own initiative and shall at the request of the Board or of any staff pension committee initiate preparatory work on any policy questions to the end that such questions be effectively considered by the Board.

B.5 The Standing Committee shall submit a report to the Board at each regular session on action taken by it since the previous regular session.

B.6 Meetings of the Standing Committee shall be convened by the Secretary upon the instructions of the Chairman, after consultation with its members.

B.7 Records of all meetings of the Standing Committee shall be prepared under the responsibility of the Secretary and approved by the Committee. They shall be distributed as soon as possible to the members of the Standing Committee through the secretaries of the staff pension committees.

B.8 A majority of the members of the Standing Committee, including alternate members attending in the absence of members, shall constitute a quorum, provided that the three groups comprising a committee under the provisions of article 6 of the Regulations are each represented by not less than two members. Decisions of the Standing Committee shall be taken by a majority of the members present and voting.

B.9 Attendance at meetings of the Standing Committee shall be limited to:

(a) The members of the Standing Committee;

(b) One alternate member for each member of the Standing Committee;

(c) One representative from each group referred to in B.8 above of an organization or group of organizations which, due to the rotation of seats among such groups, is not entitled to a member seat at that Standing Committee;

(d) One representative for each member organization without a member seat on the Board;

(e) One representative, and one alternate, for FAFICS;

(f) One observer for each organization or organ invited to attend meetings of the Standing Committee;

(g) in an ***ex-officio*** capacity, the secretaries of the staff pension committees of member organizations and members of the Fund's secretariat designated by the Secretary of the Board.

B.10 The representatives referred to in B.9 (c), (d) and (e) above shall be accorded the rights of members, except the right to vote. The observers and ***ex-officio*** participants referred to in B.9 (f) and (g) above shall have the right to speak with the permission of the Chairman.

B.11 The meetings of the Standing Committee shall be private and records and all correspondence kept in the care of the Secretary of the Board.

SECTION C
Staff pension committees

C.1 The composition of the staff pension committee of each member organization shall be in accordance with the provisions of article 6 of the Regulations. Each committee shall hold at least one regular meeting each year. Special meetings shall be held either at the decision of the Chairman, at the request of the competent authority or at the request in writing of three members.

C.2 A majority of the members entitled to be present shall constitute a quorum, provided that the three groups comprising the committee under the provisions of article 6 are represented. Subject to administrative rule H.1, decisions of the committee shall be taken by a majority of the members present and voting.

C.3 Each committee shall elect a chairman at its first regular session of each year.

C.4 Each committee may appoint a standing committee to transact current business when the committee is not in session. Each of the three groups comprising the committee shall be represented on the standing committee. Any action taken by the standing committee shall be reported to the committee at its following session.

C.5 Records of all meetings of the committee and its standing committee shall be prepared under the responsibility of the secretary of the committee. They shall be approved by the committee and distributed as soon as possible to all members of the committee and to the Secretary of the Board.

C.6 Subject to the provisions of the Regulations and of these Rules, each committee shall regulate its own procedures.

C.7 Upon the recommendation of each committee, the competent authority of each member organization shall appoint a secretary and may appoint a deputy-secretary to the committee.

C.8 The meetings of the committee shall be held in private. The records and all correspondence of the committee shall be private and kept in the care of the secretary of the committee.

C.9 Communications between participants and the Secretary of the Board shall normally be made through the secretaries of committees, but any participant may, if circumstances warrant, communicate directly with the Secretary of the Board, who shall inform whenever appropriate the secretary of the committee.

C.10 Each committee may delegate to its secretary, subject to such procedure for supervision and reporting as the committee may consider appropriate, the power of acting on its behalf in connection with all straightforward individual cases, except those involving disability.

SECTION D
Medical Consultant

D.1 The Board or the Standing Committee shall appoint a medical consultant, who shall assist the Board in all medical questions.

D.2 In order to ensure the uniform application of the medical standards prescribed by the Board, the Medical Consultant and the medical officers of the member organizations shall maintain a continuous and regular contact. The medical officers of the member organizations may be invited by the Medical Consultant to furnish information on the manner in which these medical standards are being applied by them and shall, when requested, furnish to the Medical Consultant the relevant medical information as determined by the Medical Consultant.

D.3 The Medical Consultant shall prepare an annual report on the application of the medical standards prescribed by the Board and on medical information affecting the granting of benefits from the Fund.

Appendix 1

COMPOSITION OF THE BOARD

<table>
<tr><th colspan="2">GROUP</th><th>NO. OF MEMBERS</th><th>COMPOSITION</th></tr>
<tr><td colspan="2">I. UNITED NATIONS</td><td>12</td><td>UNITED NATIONS STAFF PENSION COMMITTEE
4 FROM MEMBERS ELECTED BY THE GENERAL ASSEMBLY
4 FROM MEMBERS APPOINTED BY THE SECRETARY-GENERAL
4 FROM MEMBERS ELECTED BY THE PARTICIPANTS</td></tr>
<tr><td rowspan="2">II.</td><td>FAO</td><td>3</td><td>FAO STAFF PENSION COMMITTEE
1 FROM MEMBERS ELECTED BY THE GOVERNING BODY
1 FROM MEMBERS APPOINTED BY THE DIRECTOR-GENERAL
1 FROM MEMBERS ELECTED BY THE PARTICIPANTS</td></tr>
<tr><td>WHO</td><td>3</td><td>WHO STAFF PENSION COMMITTEE
1 FROM MEMBERS ELECTED BY THE GOVERNING BODY
1 FROM MEMBERS APPOINTED BY THE DIRECTOR-GENERAL
1 FROM MEMBERS ELECTED BY THE PARTICIPANTS</td></tr>
<tr><td>III.</td><td>UNESCO
ILO</td><td>2
2</td><td rowspan="5">5 FROM MEMBERS OF STAFF PENSION COMMITTEES ELECTED BY THE BODIES CORRESPONDING TO THE GENERAL ASSEMBLY</td></tr>
<tr><td>IV.</td><td>UNIDO
IAEA
ICAO
ITU</td><td>1.5
1.5
1.5
1.5</td></tr>
<tr><td rowspan="4">V.</td><td rowspan="4">WMO
ICITO
IMO
WIPO
IFAD</td><td rowspan="4">1
1
1
1
1</td></tr>
<tr><td rowspan="3">5 FROM MEMBERS OF STAFF PENSION COMMITTEES APPOINTED BY THE CHIEF EXECUTIVE OFFICERS OF THE SPECIALISED AGENCIES</td></tr>
<tr><td colspan="2" rowspan="2">5 FROM MEMBERS OF STAFF PENSION COMMITTEES ELECTED BY THE PARTICIPANTS</td></tr>
</table>

COMPOSITION OF THE 33-MEMBER BOARD SINCE ITS ESTABLISHMENT

ORGANIZATION	THIRTY-EIGHTH SESSION (1989) THIRTY-NINTH SESSION (SPECIAL) (1990) [a]			FORTIETH SESSION [b] (1990)			FORTY-FIRST SESSION [b] (1991)		
United Nations	4 GA	4 SG	4 P	4 GA	4 SG	4 P	4 GA	4 SG	4 P
FAO	GB	DG	P	GB	DG	P	GB	DG	P
WHO	GB	DG	P	GB	DG	P	GB	DG	P
UNESCO	GB	DG			DG	P		DG	P
ILO		DG	P	GB		P	GB		P
UNIDO	GB	DG				P		DG	P
IAEA			P	GB	DG		GB		
ICAO	GB	DG		GB			GB		P
ITU		DG		GB		P	GB		
WMO			P	GB			GB		
ICITO			P		DG			DG	
IMO	GB				DG			DG	
WIPO	GB					P			P
IFAD			P		DG			DG	
Total	**11**	**11**	**11**	**11**	**11**	**11**	**11**	**11**	**11**

[a] *Decision taken by the Board at its thirty-seventh session in 1987.*
[b] *Decision taken by the Board at its thirty-eighth session in 1989.*

Appendix 2

COMPOSITION OF THE STANDING COMMITTEE

GROUP	NO. OF MEMBERS	COMPOSITION
I. UNITED NATIONS	6	UNITED NATIONS STAFF PENSION COMMITTEE 2 FROM MEMBERS ELECTED BY THE GENERAL ASSEMBLY 2 FROM MEMBERS APPOINTED BY THE SECRETARY-GENERAL 2 FROM MEMBERS ELECTED BY THE PARTICIPANTS
II. WHO FAO	1.5 1.5	3 FROM MEMBERS OF STAFF PENSION COMMITTEES ELECTED BY THE BODIES CORRESPONDING TO THE GENERAL ASSEMBLY
III. UNESCO ILO	1 1	3 FROM MEMBERS OF STAFF PENSION COMMITTEES APPOINTED BY THE CHIEF EXECUTIVE OFFICERS OF THE ORGANIZATIONS
IV. UNIDO, IAEA ICAO, ITU	1 1	
V. WMO, ICITO/GATT, IMO, WIPO, IFAD	2	3 FROM MEMBERS OF STAFF PENSION COMMITTEES ELECTED BY THE PARTICIPANTS

Allocation of seats on the Standing Committee among member organizations and constituent groups [a/]

GROUP	ORGANIZATION	1989 - 1990			1990 - 1991		
I.	United Nations	2 GA	2 SG	2 P	2 GA	2 SG	2 P
II.	WHO	GB			GB		P
	FAO		DG	P		DG	
III.	UNESCO	GB			GB		
	ILO			P			P
IV.	UNIDO, IAEA	GB			GB		
	ICAO, ITU		DG			DG	
V.	WMO, ICITO/GATT, IMO, WIPO, IFAD		DG	P		DG	P
	Total	**5**	**5**	**5**	**5**	**5**	**5**

[a/] *Decision taken by the Board at its thirty-eighth session in 1989. Future rotation of seats on the Standing Committee shall be as follows:*

(a) *Rotation of seats among constituent groups at every second regular Board session, commencing with the 1991 regular session.*

(b) *Rotation of the seat shared by the two organizations in group II, within the same constituent group, at every second regular Board session, commencing with the 1990 regular session.*

(c) *At each regular Board session, rotation of the two seats held jointly by the organizations in groups IV and V, within the respective constituent group (e.g. executive head, governing body or participants), as agreed by the organizations concerned.*

NOTES

Note I

PENSION ADJUSTMENT SYSTEM ADOPTED BY THE UNITED NATIONS GENERAL ASSEMBLY

The pension adjustment system adopted by the General Assembly will be found in document JSPB/G.12/Rev.1.

The flat rate dollar amounts of certain benefits set out under various articles of the Fund's Regulations have been adjusted since their establishment, in accordance with section L of the Fund's pension adjustment system *(JSPB/G.12/Rev.1)*. The levels of these amounts, as of 1 April 1990, are as follows:

Article	Type of benefit	Annual amount in Regulations	Adjusted annual amount
		$	$
28 (e) a/	Retirement	180	560
28 (f)	Retirement	300	891
33 (d)	Disability	500	1 484
34 (c)(i)/35	Widow (Widower)	750	2 336
34 (d)/35	Widow (Widower)	500	1 484
36 (d)	Child	300	935
		600	1 843
36 (e)(i)	Child	300	935
36 (e)(ii)	Child	600	1 869
36 (f)	Child	1 800	5 528

Note II

AGREEMENTS CONCLUDED UNDER ARTICLE 13 b/

International Bank for Reconstruction and Development;
International Monetary Fund;
Government of Canada;
European Communities;
European Space Agency;
European Free Trade Association;
Government of the Union of Soviet Socialist Republics;
Government of the Ukrainian Soviet Socialist Republic;
Government of the Byelorussian Soviet Socialist Republic;
Organisation for Economic Co-operation and Development;
European Centre for Medium Range Weather Forecasts.

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a/Times years of service not exceeding 10.
b/Texts of the agreements will be found in JSPB/G.13.

Note III

ORGANIZATIONS THAT HAVE CONCLUDED AGREEMENTS UNDER ARTICLE 48 (a)(i)

International Labour Organisation *(United Nations* ***Treaty Series,*** *vol. 214, p. 388)*
Food and Agriculture Organization of the United Nations ***(Ibid.,*** *vol. 219, p. 388)*
United Nations Educational, Scientific and Cultural Organization ***(Ibid.****, vol. 219, p. 392)*
International Civil Aviation Organization ***(Ibid.****, vol. 219, p. 396)*
World Health Organization ***(Ibid.****, vol. 394, p. 334)*
International Maritime Organization ***(Ibid.****, vol. 489, p. 358)*
International Telecommunication Union ***(Ibid.****, vol. 670, p. 368)*
World Meteorological Organization ***(Ibid.****, vol. 429, p. 310)*
International Atomic Energy Agency ***(Ibid.****, vol. 480, p. 484)*
Interim Commission for the International Trade Organization ***(Ibid.****, vol. 1127, p. 442)*
World Intellectual Property Organization ***(Ibid.****, vol. 1146, p. 295)*
International Fund for Agricultural Development ***(Ibid.****, vol. 1197, p. 375)*
International Centre for the Study of the Preservation and the Restoration of Cultural Property ***(Ibid.****, vol. 1258, No. 900)*
United Nations Industrial Development Organization ***(Ibid.****, vol. 1418, No. 941)*

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